

Title: Sign a Research Permit

Summary: Describes steps involved to sign a research permit. **Note that a permit is not valid until you have signed and the Park Official has countersigned the Permit.** A copy of your signed permit should be carried in the field by you and any persons working with you on your study.

Prerequisite: Apply for a Research Permit

Step 1. Check to See If a Research Permit is Ready to Be Signed

From the Investigator Dashboard, you can monitor whether a Research Permit is ready to be signed. More than likely the Park Research Coordinator will be contacting you directly to coordinate this process although you may also contact the Research Coordinator if a permit is awaiting a signature.

Tasks in Progress

Applications Drafted, But Not Yet Submitted. (0)

Appendix A for Non-NPS Repository: Obtain Signature and Return to Park Coordinator (2)

Finalized Permits: Validate by Completing Signature Process (1)

Permit Number	Park	Study Title	Start Date
ABLI-2013-SCI-0017	ABLI	TEST FOR BILL	05/14/2013

Permits to Renew: Reapply for New Permit (0)

Investigator Annual Report: Submit Findings (2)

Step 2. Obtain Physical Signatures

Because of legal constraints, it is not possible at this time to sign a document electronically. Therefore, you and the Park Official will each need to sign the Permit in person. Depending on the park, the process for signing varies. Check with your park contact to coordinate the signature process.

If you are unsure of your park contact, you may access contact information from the RPRS search menu. Choose the “Park” menu option. Select the name of the park to access the contact information.

Recommended Modules to Read Next

Use an Existing Application as a Template for Another